

THE WHITE HOUSE

WASHINGTON

13 August 1981

To: Louis O. Giuffrida

From: Edwin Meese III

Subj: Emergency Mobilization Preparedness Board

At a Cabinet breakfast on Thursday, 6 August 1981 I discussed the President's plan to proceed with the Emergency Mobilization Preparedness Board, and indicated that department heads would be hearing from you concerning the organization of the Secretariat and working groups. Confirming this announcement, I have sent the enclosed memorandum to each of the Cabinet members.

As directed by the President, you should proceed expeditiously with the establishment of the Secretariat and working groups of the Board in anticipation of further discussions of this subject at a Cabinet meeting early in September.

By copy of this memorandum I am requesting Craig Fuller, Director of the Office of Cabinet Administration, to place this matter on a Cabinet meeting agenda as soon as possible.

cc: Craig Fuller

*In EM's absence sent
out by FR*